

CITY OF MADISON, WISCONSIN

AN ORDINANCE _____

PRESENTED
REFERRED

September 21, 2010
Ethics Board

Creating Section 3.35(6)(i) of the Madison General Ordinances to establish conditions and procedures for a third party to pay for incumbent's permitted expenses.

Drafted by: Michael May

Date: September 14, 2010

SPONSOR: Alder Verveer

DRAFTER'S ANALYSIS: The Ethics Code allows third parties to pay for expenses incurred by an incumbent, but sets out no procedure for such payment, and only requires that the expenses be primarily for the benefit of the City and not the individual benefit of the incumbent. This ordinance establishes such procedures and requires that the expenses be allowable under existing City policies. Such expenses shall be submitted to the Comptroller along with the contact person for the third party who agreed to pay the expenses. After the Comptroller determines which expenses are reimbursable, the Comptroller shall reimburse the incumbent and then obtain payment from the third party for reimbursement of the allowable costs.

The Common Council of the City of Madison do hereby ordain as follows:

Subdivision (i) of Subsection (6) entitled "Honoraria, Fees and Expenses" of Section 3.35 entitled "Code of Ethics" of the Madison General Ordinances is created to read as follows:

- "(i) If a third party, other than the City, is authorized to pay for any expenses, including food, travel or lodging, incurred by any incumbent under this subsection, such reimbursement shall be made through the City Comptroller. The incumbent shall submit the expenses for which reimbursement is sought to the Comptroller, together with the contact person for the third party who agreed to pay those expenses. The Comptroller shall determine which expenses are reimbursable pursuant to City policy, and shall reimburse the incumbent for those expenses, and then obtain payment from the third party to the City for those expenses."

Approved as to form: